



WOTE MUNICIPALITY

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HIGHLIGHTS OF WOTE MUNICIPAL BOARD MEETING HELD ON 12<sup>TH</sup> APRIL 2024 AT WOTE MUNICIPAL BOARDROOM.

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Start Time: 2.08 p.m.

End Time: 5:56 p.m.

MEMBERS PRESENT

1. Everlyn Mulewa Kimuli -Chairperson Municipal Board
2. Daniel Kisyanga -Vice Chairperson Municipal Board
3. Benjamin Masungwa - Municipal Board Member
4. Romeo Ndeveni - Municipal Board Member
5. Benjamin Wambua -Municipal Board Member
6. Paul Maundu Mutua -Municipal Board Member
7. Felistus Kamene Mutune -Municipal Board Member
8. Everlyn Mutua -Secretary to The Board

ABSENT WITH APOLOGY

1. Jackson Daudi - Municipal Board Member

INATTENDANCE

2. Daniel Muinde -minutes recorder

## AGENDA

1. Preliminaries
2. Confirmation of quorum and apologies
3. Chairperson's remarks
4. Reading and confirmation of the previous minutes
5. Matters arising
6. Previous board exit report
7. Municipal budget projection for the year 2024/2025
8. AOB

## OPENING PRAYER

The chairperson called the meeting to order at 2:08 pm.

The meeting kicked off with a word of prayer led by the board vice chairperson Mr Daniel Kisyang'a.

## CHAIRPERSON REMARKS

The chairperson started off by thanking members for availing themselves for the meeting despite the short notice.

The chair brought to the attention of the members that the ECM lands urban planning and development, environment and climate change will no longer serve as a board member as he had delegated his role to CO office of the governor Madam felisters Mutune.

Members were informed that the county was in the period of budget making process and therefore it was important to have the meeting for the board to familiarise themselves with the municipal budget projections. Upon subjection of the budget to a public participation on 15<sup>th</sup> April 2024, members were informed that the board will convene to adopt and approve the budget.

## KEY HIGHLIGHTS

### PREVIOUS BOARD EXIT REPORT.

The municipal manager took members through the previous board exit report.

Members reacted on the following items.

#### 1. Solid waste management policy.

Members requested to know the gaps in solid waste that prompted the county assembly to revert the document for review.

The manager reported that the document was under review by a technical team and a report would be presented to the board.

It was agreed that the policy is a very key document and its approval would be treated as an emergency by the board.

#### 2. Municipal logo.

The manager was tasked to engage the ECM LUPDECC to give an update to the board on the status of the logo with regard to adoption by the cabinet.

#### 3. Transfer of functions

A member requested to know when the remaining 8 functions would be transferred to the municipality.

The manager guided that transfer of function is a process that is handled by the county assembly. The board can however initiate the process through the ECM LUPDECC.

### MUNICIPAL BUDGET PROJECTION FOR THE YEAR 2024/2025

The board was taken through the budget making process which was highlighted as follows;

July to August- budget circular

September- strategic priorities prepared in annual development plan

October to February- county fiscal strategy paper.

March to April- budget estimates

May to June- budget approval.

Members were also taken through the role of the board in the budget process. This entails;

1. Strategic planning- board establish budget guidelines
2. Public participation- board conducts a citizen forum to gather public views.
3. Budget development phase- board deliberations on the budget
4. Budget adoption- board resolution on adoption of budget

5. Post adoption- board does monitoring and evaluation, board play oversight role throughout the fiscal year.

For FY 2024/25 it was reported that the municipality had been given a ceiling of ksh 73,525,295 to cater for recurrent expenses and 34M to cater for development.

Members were taken through the projects/programmes identified in the county fiscal strategy paper (CFSB) by municipality sector working group

The board was taken through non-discretionary budget items.

Members noted that projects presented did not cut across all the wards within the municipality. The board agreed that during budget adoption and approval it would ensure that all wards are covered and this will be guided by proposals brought forward during public participation.

AOB

A member reported disturbance during the meeting as a result of noise emanating from a nearby road. He requested the management to explore possible relocation of the boardroom. The member was informed that it was not possible at that period as relocation would require a budget.

Prepared by:

  
**VOTE MUNICIPALITY**  
**MUNICIPAL MANAGER OFFICE**  
**15 APR 2024**  
SIGN.....  
Everlyn Mutua  
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